



BOARD OF DIRECTORS MEETING MINUTES

June 26, 2018
5:00 pm

Carbondale Office: 1740 Innovation Drive, Carbondale, IL 62903, 618-985-3711
Decatur Public Library: 130 North Franklin Street, Decatur, IL 62523, 217-424-2900
Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216
Effingham Public Library: 200 North Third Street, Effingham, IL 62401, 217-342-2464
Illinois State Library, Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701, 217-785-5600
Southeastern Illinois College, Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400

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| 3 | Approve the June 2018 Consent Agenda a. Approval of May 22, 2018 Minutes b. May Department and Staff Activity Report | Carried |
| 4 | Accept the May Bills | Roll Call – Carried |
| 5 | Accept the Financial Reports | Carried |
| 14d | Accept FY2019 IHLS Prevailing Wage | Carried |
| 14e | Approve Membership Considerations | Carried |
| 14g | Approve Closed Session Minutes Are Kept Closed | Carried |
| 14h | Approve Destruction of Closed Session Minutes Recordings | Carried |
| | Adjourn | Roll Call - Carried |

Call to Order

Sandy West called the meeting to order at 5:03 p.m.

Roll Call

Board Members:

Decatur Public Library: Stacey Carter, Bev Obert
Edwardsville: Sandy West, Mary Beil, Gary Denué, Sara Zumwalt, Robert Paarlberg
Effingham: Charlene Topel
Illinois State Library: Susan Pennington
Southeastern Illinois College: Gary Jones
Telephone: Geoffrey Bant
Absent excused: Tiffany Droege, Tina Hubert, Mary Smith

Other Attendees:

Carbondale: Troy Brown, Ellen Popit, Anna Yackle
Decatur Public Library: Melanie Allen
Edwardsville: Leslie Bednar, Stacie Bushong, Adrienne Elam, Rhonda Johnisee, Shirley Paden, Cassandra Thompson, Brandon Chapman, Dominique Granger, Julia Pernicka

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Illinois State Library: Deb Aggertt, Greg McCormick, Pat Burg, Rita Stephens

Consent Agenda

Sara Zumwalt motion to approve consent agenda. Gary Denu second. Motion carried.

Accept May Bills

Sara Zumwalt motion to accept May 2018 bills. Mary Beil second. Motion carried unanimously by roll call vote.

Financial Reports

Gary Denu motion to accept financial reports. Robert Paarlberg second. Motion carried.

FOIA Update

None

OMA

None

Public Comment

None

Communication

Leslie Bednar welcomed Melanie Allen who officially joins the board in July. Ellen Popit introduced Anna Yackle as the new Membership Coordinator.

Staff Report

Staff Update

There is one resignation on the staff report.

Secondary Employment

None

Personnel

None

Illinois State Library Report

Greg McCormick shared that the state passed an FY2019 budget and it is very positive for libraries. The state is still dealing with a bill backlog which is the reason for the delay in the System Area and Per Capita Grant (SAPG) funds. The state library hosted international librarians from the Mortenson Center (University of Illinois at Urbana-Champaign) with guests from Africa and will be hosting a similar function for Chinese librarians in the future. All SAPG applications have been received and the state library is currently reviewing them.

Committee Reports

Executive

Sandy West reported the committee had a routine meeting.

Finance

Sara Zumwalt reported the committee had a routine meeting. Some items discussed are on the agenda later this evening.

Membership & Policy

Ellen Popit reported the committee reviewed the Nominating committee recommendations and moved the Anna-Jonesboro SD #81 application to the board for acceptance.

Facilities & Operations

Stacey Carter reported the committee did not meet.

Personnel

Geoff Bant reported the committee did not meet. The next meeting will be July 19.

Advocacy

Sandy West reported the committee did not meet.

Unfinished Business

RAILS Membership Standards

Greg McCormick reported RAILS received a letter from the state library regarding the proposed standards. After a legal review it was determined a library system can pass standards that are not part of current administrative law. However, they would have to be approved by the state librarian. If any standards are approved they would not apply to the Illinois Heartland Library System unless the board voted to adopt the standards. The RAILS staff will do another survey of all their members. There will not be statewide implementation. Greg McCormick will send written verification to Illinois Heartland Library System.

IHLS Strategic Plan (2015)

No updates

Facilities

Leslie Bednar shared the Champaign office is undergoing remodeling. Delivery staff is located at another building temporarily. SHARE staff are currently working from home. The Carbondale location is in the process of moving to the new building. Early in June IHLS held a spring-cleaning surplus sale at our Du Quoin location. It was successful and now staff are in the process of removing remaining items.

New Business

Board Officers Nomination Committee

Mary Beil has sent emails to board members to find out who is interested in an office. Please respond by July 1st.

Open Board Position

Sandy West reported Debbie Owen resigned her position after the May board meeting. She is appointing Sharon Yearwood, Trustee for C.E. Brehm library, to fill the vacancy. Sharon will be seated at the July board meeting.

Additional Board Meeting Location

Sandy West reported, to accommodate the needs of a board member, she recommends the C.E. Brehm library in Mt. Vernon be added as a new board meeting location.

FY2019 IHLS Prevailing Wage Adoption

Leslie Bednar reported the resolution included in board packet uses language pre-May 31, 2018, when the law was changed. We are asking the board to pass a resolution where IHLS can post prevailing wage information on our website as current law allows. Our resolution for FY2020 will reflect the updated language. We will post this year and adopt the new practice next year.

Bev Obert motion to accept the Prevailing Wage. Susan Pennington second. Motion carried.

Membership Considerations

Robert Paarlberg motion to accept Anna Jonesboro SD #81 as a member. Charlene Topel second. Motion carried.

Executive Director Evaluation

Sandy West reported an invitation will go out in the next few weeks to complete the Executive Director review.

Review of Closed Session Minutes January 2018 – June 25, 2018

Sandy West recommends the minutes remain closed. Sara Zumwalt motion to keep minutes closed. Stacey Carter second. Motion carried.

Destruction of Closed Session Recordings:

- March 29, 2011 – July 26, 2011
- November 15, 2015 – December 25, 2016

Robert Paarlberg motion to approve destruction of closed session minutes from March 29, 2011 – July 26, 2011 & November 15, 2015 – December 25, 2016. Gary Denu second. Motion carried.

IHLS Investment Update

Leslie Bednar reported this document has been vetted with the Finance and Executive committees. She reviewed the document with the full board.

July – August Meeting Dates

Leslie Bednar shared information on committee meeting dates. After August the date schedule may change depending on members of committees.

2018 IHLS Annual Meeting

Leslie Bednar reported the annual meeting previously was held in June. This year we are moving the annual meeting to the fall after completion of the Annual Report. It will be held at our Champaign office October 23 at 4 p.m.

Recognition of Retiring Board Members

Leslie Bednar recognized Mary Beil and Tiffany Droege as retiring board members and also thanked Sandy West for serving as board president for 2 years.

Agenda Building

Board officer elections, remove RAILS standards, seat board members, update on facilities

Public Comment

None

Announcement

Stacie Bushong asked the board to fill out the board survey which will be sent out in a few days.

Adjournment

Sara Zumwalt motion to adjourn. Mary Beil second. Motion carried. Adjourned 5:58 p.m.